

## **ADDENDUM NO. 1**

June 19, 2014

**PROJECT:** FY 14/15 RFB for, RFB '14/41/B

**OWNER:** City of Santa Fe – Sangre de Cristo Water Division

### **NOTICE TO BIDDERS:**

The purpose of this addendum is to provide a comprehensive list of procedures parts, equipment, scheduling, billing and pricing.

### **Procedures, Parts and Equipment**

1. All large test meters shall have National Institute of Standards and Technology (NIST) certificate.
2. A list of all meters to be tested shall be provided to the contractor by the City of Santa Fe staff prior to testing.
3. The City of Santa Fe water meter customer must be informed of the testing prior to testing. If water shut down is required 24 hour notice shall be provided to the customer. Water meter testing and repairs of a meter shall be completed that same day of the test or rescheduling with customer will be required by contractor.
4. Permits for all confined space need to be filled out properly prior to entry and exit of meter vaults.
5. Contractor shall provide air monitor that is calibrated for all confined spaces to be tested for air quality before and during entry of meter vaults. If air quality is found to be unsafe proper air ventilation shall be provided by contractor.
6. Contractor shall have all proper PPE for entry of water pits or vaults which include retrieval tripod hoist systems, harnesses, safety glasses and hardhat.
7. Before turning water off the bypass valves if any shall be turned on and outlet valve can be turned off. Only City of Santa Fe staff shall operate outlet and inlet valves. The City of Santa Fe staff shall be with the contractor at all times during testing.
8. The contractor shall provide all equipment necessary to test water meters. The test ports for meters may include three inch, two inch and one and half inch outlets. All hoses used by the contractor shall be test rated for at least 200psi.
9. Testing shall be conducted by running water through the meter and test meter to determine the percentage of the meter being tested.
10. Testing a meter there are three general tests high flow, mid-flow, and low flow done. Flows are identified by American Water Works Association by size and type of meter. All meter tests found to under the AWWA standards shall be repaired on site with new replacement parts from manufacture for all of the following compound meters Neptune T-10, T-8, and fire flow protectus, Sensus SRM, Omni SRH and Metron Farnier. The meter shall be put together using all new gaskets from the manufacture.
11. After meter has been repaired the meter shall be tested once again with all three flows. If the meter tested is still under the AWWA standards the contractor shall repair meter until meter falls within the AWWA standards.

12. The contractor shall provide the City of Santa Fe with a list of all meters that can no longer be repaired because the meter parts have been discontinued.
13. Contractor shall have City of Santa Fe staff turn on all valves to meter once testing or repairs are made.
14. Meters that do not have test port will need to be tested ultrasonically.
15. The contractor shall provide all testing and repairs results on week by week or month by month basis on excel spreadsheet with percentages of loss or gain of water meter.

**Replace the Bid Form attached with the fee schedule.**

All other pertinent information to remain the same.

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RECEIPT ACKNOWLEDGE BY PROPONENT

This addendum will be part of the bid document and shall be included with bid submittal. Non-receipt of addenda by bid in no way relieves bidder of obligation of compliance with any terms and conditions stated in the addenda.

**CITY OF SANTA FE**  
**BID FORM**  
**BID # '14/41/B**

**EXCEPTIONS TO SPECIFICATIONS**

Bidder is required to return **two (2) complete copies** of these specifications, completely furnishing all information requested. All requested information, data, literature, drawings, etc. must be included with the bid submitted.

Bidder must check one of the following:

- a.     ☐       All specifications, terms and conditions are met.
- b.     ☐       Exceptions have been taken and noted on attached sheet (s).

All variations and/or exceptions to the specifications must be documented, referencing applicable paragraph (s) and explained in detail. Attach as many pages as necessary. If no exceptions are taken, it will be assumed that the bid meets all specifications and terms and conditions as stated in this complete bid package. Failure to list exceptions may disqualify bid. Delivery of non-conforming goods is at the expense of the bidder and/or other penalties.

All other specifications not detailed herein shall be as listed in the manufacturer's printed literature for the current standard model. Manufacturer's printed literature and specifications sheets shall be submitted with the bid.

Exceptions will not necessarily eliminate the bid. City staff shall determine acceptance or non-acceptance of exceptions. Unless otherwise noted and approved, it is assumed that delivery of the unit shall be as stated.

Signed submission of this bid represents that the bidder has accepted all terms, conditions and requirements of the bid unless a written exception is made and, if awarded, the bid will represent the agreement between the parties. Additionally, by signing this bid, the bidder warrants that there was no collusion of any kind in submission of this bid.

**WARRANTIES**

Warranty required for material and workmanship for minimum of one year unless otherwise stated in the bid. Warranties shall begin when the City accepts satisfactory delivery of equipment from the bidder. The warranty contract shall be solely with the bidder and the bidder shall be responsible for ensuring all warranty work is satisfactorily completed on any component of the unit. All details of warranties shall be included with the bid.

State name, address and phone number of nearest authorized maintenance representative:

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## DELIVERY

Bids shall include all costs of delivery to the City of Santa Fe, the specific location to be as designated by City staff. Unit shall be completely operational and ready for use.

Date of delivery after notice to proceed:

\_\_\_\_\_ calendar days.

Bidder SHALL INCLUDE descriptive material such as plans, drawings, photographs, diagrams, illustrations, written descriptions and manufacturer's literature with specifications with the bid. Additional information or details may be required after the bid opening. Bids may be disqualified if such information is not adequate to make a reasonably informed decision as to qualify, design, capabilities, etc.

The City may extend the service under this Bid at the option of the City for a period of four (4) years from the date of the executed contract, subject to the agreement of the offeror.

Total Bid Amount (pricing for meter testing, repair and calibration of 193 meters ranging from 3" to 30" and 24 production meters ranging 1.5" to 30") \$ \_\_\_\_\_

## BIDDER'S:

\_\_\_\_\_  
Firm

\_\_\_\_\_  
Address

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Position

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
DATE

**N.M. RESIDENT PREFERENCE NUMBER (if applicable):** \_\_\_\_\_

**TWO COMPLETE COPIES OF THE BID SUBMITTAL IS REQUIRED**